

Message Text

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ACTION EB-07

INFO OCT-01 EA-09 ISO-00 SS-15 LAB-04 /036 W

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R 150945Z NOV 76

FM AMEMBASSY SINGAPORE

TO SECSTATE WASHDC 6557

USDOC WASHDC

INFO AMEMBASSY TOKYO

UNCLAS SINGAPORE 5206

FOR OIM/GARNITZ/SOUSANE

E.O. 11652: N/A

TAGS: BEXP, OCON, SN

SUBJECT: FAR EAST COMMERCIAL OFFICERS CONFERENCE

REF: STATE 278280

1. EMBASSY SINGAPORE AND TRADE CENTER WELCOME SUBJECT CONFERENCE AND CONFIRM DATES FEBRUARY 21-24 1977 ACCEPTABLE. TRADE CENTER WILL PROVIDE IDEAL SITE.

2. HAVE ALREADY TENTATIVELY BOOKED NECESSARY RESERVATIONS AT MANDARIN HOTEL FOR GROUP OF 40 PLUS ADVANCE OFFICER FOR PERIOD ONE WEEK BEFORE AND FULL WEEK OF CONFERENCE. RATE WITH TRADE CENTER DISCOUNT S\$59.50 (S\$2.45 EQUALS US\$1.00) REQUIRE NAMES OF ATTENDEES AS SOON AS FEASIBLE. NO FINANCIAL OBLIGATION INCURRED. MANDARIN IS THREE MINUTE WALK FROM TC.

3. EMBASSY WILL PROVIDE FULL TIME SECRETARY DURING WEEK OF CONFERENCE. TRADE CENTER WILL HANDLE SECRETARIAL REQUIREMENT DURING PREPARATION TIME AND WILL AUGMENT AS NECESSARY SECRETARIAL SERVICES DURING CONFERENCE. CONTROL OFFICER WILL BE TCD CLAUSEN AND WILL BE FULLY PREPARED TO FACILITATE ADMINISTRATIVE ARRANGEMENTS AND SMOOTH RUNNING OF CONFERENCE DURING ITS TENURE.

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4. EMBASSY WILL MAKE ONE CAR AVAILABLE ON AS NEEDED

BASIS AND TRADE CENTER CAR WILL BE AVAILABLE EXCEPT FOR
2 DAILY RUNS TO AND FROM EMBASSY. IF DECISION IS THAT
A RENTAL CAR IS NEEDED FOR WALL-TO-WALL AVAILABILITY, ONE WEEK
ALL INCLUSIVE RENTAL RATE FOR ADEQUATE CHAUFFEUR
DRIVEN AIRCON VEHICLE IS \$1,260 LESS 15 PERCENT DISCOUNT.

5. AMBASSADOR HOLDRIDGE WILL BE PLEASED TO HOST RECEPTION
ON EVENING OF FEBRUARY 21. THIS WOULD NORMALLY BE AT
RESIDENCE ALTHOUGH OTHER OPTIONS MIGHT BE CONSIDERED. PLAN TO
INVITE HOST AND THIRD COUNTRY NATIONALS IN ORDER TO
QUALIFY FOR REPRESENTATION REIMBURSEMENT BUT SUCH IN-
DIVIDUALS WILL NOT OUTNUMBER CONFERENCE PARTICIPANTS.

6. IN SHORT, NO PROBLEMS IN MEETING LOGISTICAL REQUIRE-
MENTS. TRADE CENTER WILL PLAY WHAT MIGHT BE CONSIDERED
MORE THAN USUAL ROLE AND IS PERFECTLY HAPPY TO DO SO.
FULL DISCUSSION HAS BEEN HELD BETWEEN EMBASSY AND
TRADE CENTER. REQUEST CONFIRMATION OF SINGAPORE
AS SITE EARLIEST POSSIBLE DATE.
HOLDRIDGE

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NNN

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